



City of Kingman PSPRS Board

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CITY OF KINGMAN
MEETING OF THE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM
FIRE BOARD
Council Chambers
310 N. 4th Street
Kingman, AZ

11:30 AM

MEETING MINUTES

Tuesday, October 22, 2019

** A member of the board may participate in the meeting telephonically**

Call to Order and Roll Call- Chairperson Miles called the meeting to order at 11:30 AM and roll call was taken. All boardmembers were present except for Board Member Boone who was excused.

Members Present	Staff Present	Visitors Signing In
Chairperson Miles	Annie Meredith, Secretary	
Boardmember Boone-EXC		
Boardmember Borker		
Boardmember Cowin		
Boardmember Ellico		

Pledge of Allegiance was said in unison.

1. Approval of Minutes

- a. The Meeting Minutes of February 26, 2019- Boardmember Borker made a motion to approve the February 26, 2019 meeting minutes, Boardmember Cowin seconded and it was approved by a vote of 4-0.
AYE: Chairperson Miles, Boardmember Ellico, Boardmember Cowin, Boardmember Borker.
NAY: None

2. Fire Personnel

3. Call to the Public

Visitors are provided time to make statements to the Board. Those wishing to do so please notify the PSPRS Secretary. Statements should be limited to no more than 5 minutes. Please keep in mind that the Board cannot take action on comments, questions, or concerns at this time.

4. Announcements- Limited to announcements, availability/attendance at conferences and seminars

Boardmember Cowin said that his term is up at the end of this month. He said that the board will need to elect a new member.



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Secretary Meredith said that the department sends the recommendation to the board.

Boardmember Cowin thought that the board gave the recommendation.

Secretary Meredith said that her understanding was that the department gives the recommendation but that she will get clarification and let them know. She will also reach out to the department.

5. Old Business

a. Review PSPRS Model Rules of Local Board

Mayor Miles said that they are state rules so we can't make changes.

Secretary Meredith shared that PSPRS recommends that the board annually adopt or create their own.

Boardmember Ellico made a motion to accept the PSPRS Model Rules for their use, Boardmember Cowin seconded and it was approved by a vote of 4-0.

AYE: Chairperson Miles, Boardmember Ellico, Boardmember Cowin,
Boardmember Borker.

NAY: None

b. Discussion on Medical/Pre-Existing Conditions Draft Form

Mayor Miles reviewed the form and purpose.

Boardmember Borker said that there is nothing for pre-excluding from employment and they won't not get hired.

Mayor Miles said that this gets sent with the packet that goes to the physician for the medical exam and they will give it back to the board to review and confirm them into PSPRS with an acknowledgement if there is a pre-existing condition.

Boardmember Ellico asked what the fire department uses for a pre-hire physical questionnaire.

Boardmember Borker said that he is not sure.

Boardmember Ellico said that there should be a fit for duty.

Secretary Meredith said that she can reach out to Chief Rhoades to get the forms they provide.



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Boardmember Ellico asked if we can get from Chief Rhoades the staff person that serves the position of intermediary.

Chairperson Miles asked if there were any comments or suggestions on the form.

Boardmember Borker said that it seems pretty simple.

Chairperson Miles said that if there are not other comments she will accept a motion.

Boardmember Cowin made a motion to accept the pre-existing medical conditions certification form as part of medical fire packet, Boardmember Borker seconded and it was approved by a vote of 4-0.

AYE: Chairperson Miles, Boardmember Ellico, Boardmember Cowin, Boardmember Borker.

NAY: None

c. Review Confidentiality Policy

Chairperson Miles reviewed the form.

Boardmember Ellico said that this was a policy that she received from the Phoenix board and it is for our use to remind the board of the records we review.

Chairpoerson Miles asked if we have already adopted it.

Boardmember Ellico said yes in 2018.

Chairperson Miles said that the information they review is important.

Boardmember Ellico asked if it needs to be confirmed each year with modle rules.

Secretary Meredith said that is the idea, that each year they are reviewed and confirmed.

Boardmember Ellico made a motion to affirm the confidentially medical records policy as policy for the PSPRS Fire Board, Boardmember Borker seconed and it was approved by a vote of 4-0.

AYE: Chairperson Miles, Boardmember Ellico, Boardmember Cowin, Boardmember Borker.

NAY: None

6. Future Agenda Items



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Boardmember Ellico asked to invite Finance Director Tina Moline to come in and review the actuary report for our PSPRS Fire account.

Boardmember Borker asked about upcoming training in Phoenix.

Chairpoerson Miles asked to have a report of the training at the next meeting.

Boardmember Borker asked about having the new board member attend the training.

7. Adjournment

Boardmember Borker made a motion to adjourn at 11:47 A.M., Boardmember Cowin seconded and it was approved by a vote of 4-0.

AYE: Chairperson Miles, Boardmember Ellico, Boardmember Cowin, Boardmember Borker.

NAY: None

*Pursuant to A.R.S. 38-431.03(A)2, the City of Kingman Public Safety Personnel Retirement System Board may vote to enter executive session, which will not be open to the public, to review records exempt by law from public inspection.

*Pursuant to A.R.S. 38- 431.03 (A)3, the City of Kingman Public Safety Personnel Retirement System Board may vote to enter into Executive Session, which will not be open to the public, to receive legal advice from its attorney concerning items on this agenda.

If anyone has a disability that requires special accommodation, please call the City at (928) 753-5561 at least 24 hours prior to the scheduled time. The Local Board may consider any item on this agenda in any order and at any time during the meeting.

STATE OF ARIZONA)
COUNTY OF MOHAVE)ss:
CITY OF KINGMAN)

CERTIFICATE OF MINUTES

I, Annie Meredith, PSPRS Local Board Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Public Safety Personnel Retirement System Board of the City of Kingman held on Tuesday, October 22, 2019.

Dated this 6th day of April, 2020.

Annie Meredith, PSPRS Local Board Secretary